



DEFENSE LOGISTICS AGENCY

DEFENSE CONTRACT MANAGEMENT COMMAND MID-LEVEL DEVELOPMENT PROGRAM

TRAINING OPPORTUNITY ANNOUNCEMENT

ANNOUNCEMENT NO: DCMC-98-1

OPENING DATE: 05 MAY 97

CLOSING DATE: 20 JUN 97

POSITION

Defense Contract Management Command Mid-Level Development Program (MLDP) Participant. This is a one-year training opportunity. Selectees will be at the GS-11 or GS-12 Level.

AREA OF CONSIDERATION

Defense Contract Management Command (DCMC) Organizations

LOCATION

Selections will be made from within each DCMC district office. Selectees will remain under their current supervisor but will be assigned to the training program for its duration.

ELIGIBILITY REQUIREMENTS

DCMC GS-11 or GS-12 non-supervisory personnel who are members of the Acquisition Workforce and are employed at either a district office or subordinate field activity. Applicants must have five years of DLA experience.

PROGRAM INFORMATION

Each DCMC District will select employees to participate in the Mid-Level Development Training Program (MLDP). The MLDP is a **one year full-time program** designed to instill those competencies needed to effectively lead an organization, and impart a comprehensive and practical understanding of DCMC functional elements and their interrelationships. Upon entering the program, participants will review the objectives of the program and develop a training plan which encompasses both formal training and cross-training assignments to meet established MLDP objectives.

During the program, participants will be assigned a variety of developmental duties and responsibilities on a rotational basis, including exposure to the overall management of the following organizations: Defense Contract Management Command; Defense Contract Management District; Defense Contract Administration Offices. Participants will develop an understanding of the relationship of DCMC to its customers, the military departments and their buying activities through cross-training assignments. Leadership skills will be developed through intensive formal training. An average of 75% travel (TDY) will be required. Participants will be expected to use VOQ's and share transportation. Participants who are selected are volunteers and are often required to work at night on MLDP team projects, travel on their own time, and spend four or five consecutive weeks on the road.

Note: (1) Participants not meeting the program ground rules regarding participant performance and conduct, as specified in the program guide, may be removed and returned to their position.

(2) Participants will be expected to sign a statement indicating their commitment to the program ground rules.

(3) After completion of the program, participants will return to their position of record.

CANDIDATE EVALUATION METHOD

MLDP candidates will be evaluated according to the following ranking plan:

RANKING POINTS

1. Experience	60
2. Performance Appraisal	20
3. Education	10
4. Awards	<u>10</u>

TOTAL 100

Experience will be rated based upon the knowledge, skills and abilities addressed in the DCMC Mid-Level Development Program Application Form. The KSAs, definitions and Supplemental Qualification Statements (SQS) are as follows:

1. ABILITY TO PLAN AND ORGANIZE - This is the ability to set organizational goals and objectives, to develop plans to reach those goals within established deadlines, and then to organize in order to execute the plans.

(SQS): Describe the organizational setting in which you had the opportunity to set goals and objectives. Explain what considerations influenced your decisions (e.g., time-frames, problems, etc.); what you decided to do in the situation; and the results of your efforts.

2. ABILITY TO DEAL EFFECTIVELY WITH OTHERS - This is the ability to negotiate with, persuade or influence counterparts, team members and personnel on significant issues.

(SQS): Describe your most challenging personal contacts. Explain who these contacts were with in terms of what this person/persons' role was in their own organization. Explain what your purpose was, any difficulties or resistance you were up against, and what you were able to negotiate, influence, or persuade these people to do.

3. ABILITY TO COMMUNICATE ORALLY - This is the ability to make oral presentations which express ideas and concepts clearly.

(SQS): Describe your most challenging oral presentation you have developed and delivered. Explain who your audience was; the subject of your presentation; and your goal or purpose in making the presentation.

4. ABILITY TO COMMUNICATE IN WRITING - This is the ability to clearly and concisely express ideas and concepts in written form.

(SQS): Describe the most challenging products you have written and discuss its impact. Include reports you have written which recommend solutions to management on organizational interface issues/problems or other issues of concern to high authority.

APPLICATION INFORMATION

Applicants must forward the following documents postmarked no later than the closing date of this TOA:

- (a) **Two copies of the DCMC Mid-Level Development Program Application Form.**
- (b) **A copy of the most recent Official Performance Appraisal (DLA Form 46).**
- (c) **A copy of latest SF-50B, Notification of Personnel Action.**
- (d) **Letter of endorsement from activity Commander or Director.**

Applications will not be accepted if received in postage-paid official envelopes. Applications received in this manner will be returned without action. All eligibility requirements must be met by the closing date of the announcement. No additional information will be accepted after the closing date. All material submitted will become a part of the official record and will not be returned or copied for an applicant; applicants should retain copies of application materials. Information will not be obtained from Official Personnel Folders (OPFs). Responsibility to give all information to be considered in the evaluation process rests with the applicant. Incomplete application packages will not receive consideration.

APPLICATIONS SHOULD BE FORWARDED TO:

DCMDE
Kathy Lachesky - DCMDE-JA (617) 753-4044
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Boston, MA 02210-2184

DCMDW
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